

Williamsburg Area Arts Commission Meeting Minutes  
Tuesday, May 11, 2010  
City of Williamsburg Quarterpath Recreation Center  
Conference Room

Present: Sophie Hart, Laura Barry, Polly Bartlett, Terry Buntrock, Les Dubnick, Paul Tongue, Sheley Weisberg and City Liaison Julie Phares  
Absent: Michael Kirby, Lanette McNeil

The meeting was called to order at 9:05 a.m.  
No members of the public were present.

Adoption of the March 9 minutes was moved by Ms. Barry and seconded by Ms. Bartlett.  
The minutes were approved unanimously.

Commissioners thanked Ms. Barry for her past six years of service, noting her steady leadership as Vice Chair and her important contributions of refining and simplifying the on-line grant application process.

Ms. Phares and Ms. Hart announced that City and County budget challenges make it necessary for total grant funds to be reduced by 8.5% from last year to approximately \$120,000 for 2010-11. Ms. Hart and Ms. Phares will prepare and mail thank you letters to the City and County for their renewed support of grantees.

Ms. Phares and Ms. Weisberg reported it is time to prepare annual funding notification letters asking grantees to 1) acknowledge that they understand all grant stipulations, 2) submit their annual reports from last year's grants using online forms provided by the commission, and 3) formally request approved funds for 2010-11. Notification letters will be prepared by Ms. Weisberg and mailed by Ms. Phares after both the City and County budgets have been adopted. Funds may be released after July 1.

Ms. Barry reported that revisions to grant applications forms will soon be completed and ready for applicants next fall. Ms. Weisberg provided an overview and summary of non-compliance issues from this year's grant applications. Commissioners may follow up with individual liaison groups with non-compliance issues, as appropriate.

New officers for 2010-11 include: Sophie Hart as Chair, Shelley Weisberg as Vice Chair, Paul Tongue as Calendar Secretary, and Terry Buntrock as Secretary.

Future commission meetings will be held from 9-11 a.m. on Mon., July 19 and Tues., September 21 at Quarterpath Recreation Center. For the July meeting, Ms. Phares will provide a list of grantees who have failed to submit letters requesting grant funds.

The commission will have its annual lunch with the Yorktown Arts Commission on May 17. There will be a farewell luncheon for Ms. Barry on June 14.

Commissioners reported on a variety of liaison activities including:

- The Summer Read-a-Thon celebration took place at the Williamsburg Library.
- The Minette Cooper Challenge benefiting the Cultural Alliance of Greater Hampton Roads is underway.
- There is a good selection of upcoming Festival Williamsburg events.
- An Occasion for the Arts has a new website and poster.
- CAPA will host a musical at PBK in Spring 2011.
- The next production by Williamsburg Players will be *Company*.
- The Virginia Symphony hosted a gala at Two Rivers CC and has launched a number of successful programs to reach the “under 50” audience.
- The Williamsburg Symphonia’s event at Westover Plantation was well attended.

The meeting was adjourned at 11:05 a.m.

Respectfully submitted,  
Terry Buntrock, Secretary